

Teen Pregnancy Prevention Program Annual Report Template

1. Executive Summary, including:

A. Agency Description

- i. Brief description of the community(ies) served
- ii. Brief description of agency and other programs/services offered

B. Program Description

- i. Describe how the program operates in the community
- ii. Summary of year's activities: goals and objectives accomplished, program successes, improvements made, recognitions received etc.
- iii. *For Title V Contractors:*
 - Youth Advisory Council Review
 - Parent Education Review
- iv. *For PREP Contractors:*
 - Adulthood PREP Topics Review
 - Foster Care Youth Review
- v. *For TOP® Programs*
 - CSL implementation review and projects completed
- vi. Describe any curriculum/program delivery adaptations that had to be implemented
- vii. Challenges/Barriers/Unmet Needs
- viii. Priorities for next year

C. Partnerships and Collaborations

- i. Review the community partnerships that contributed to your program successes this year. Include collaborations with other ADHS, TPP Contractors, if applicable.

D. Budget Review

- i. Please describe any modifications or budget issues encountered this year.
- ii. Detailed information regarding other funding sources that were used to pay for Teen Pregnancy Prevention services. Include dollar amounts contributed/awarded each source.

2. Evaluation Information

A. Program Satisfaction

- i. Provide a review of any results gathered from program satisfactions or focus groups.
- ii. Include a copy of program surveys or focus group questions utilized.

B. Forms A-D

- i. Provide a brief review of the numbers served for the year. Did your agency reach the proposed number of clients served, please describe? Include what strategies will be implemented next year to reach annual target.